



**DATE:** November 12, 2019  
**TO:** Elijah Williams, Water Reclamation Manager  
**FROM:** Gwen Carter, M/WBE Coordinator  
**DEPARTMENT:** Water Resources  
**SUBJECT:** M/WBE Memo for Professional Laboratory Services

The M/WBE Office reviewed the documentation submitted by Meritech, Inc. to determine compliance with the City of Greensboro M/WBE Program Plan. M/WBE goals were not established for the contract. Respondents were awarded additional evaluation points based on the utilization of certified M/WBE firms on their teams. However, points were not awarded because there were no M/WBE firms capable of providing the goods or services necessary to fulfil the contract.

Please be reminded that during the performance of the contract, if there is a change to the scope of work either through change orders or additions or if a subcontractor is replaced; the contractor must contact the M/WBE Office prior to making any such changes or substitutions. Please give me a call if you have any questions.

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